

and maintains liaison with general public, professional and citizen organizations and public interest groups on a nationwide basis; (3) facilitates activities that impact upon the delivery of health care on a national basis; (4) speaks for the Administrator in public meetings and conferences; (5) provides communications assistance to the Agency; writes and prepares speeches for the Administrator; (6) serves as the Agency focal point for women's health; (7) serves as the principal advisor for Agency-supported program activities that address women's health and for policy issues internal to and external to the Agency related to the health of women; (8) oversees the coordination and resolution of program and policy issues related to women's health; (9) collects and consolidates data and prepares Agency-level reports, planning and briefing documents on ongoing women's health activities and related accomplishments; (10) identifies and negotiates collaborative women's health efforts within the Agency, PHS, Department and external components; (11) represents the Agency in Departmental, regional, State and National women's health deliberations; chairs and provides support to the HRSA Coordinating Committee on Women's health; (12) services as Federal women's health liaison and resource and assures equity to women in their access to education and training resources and to health/science careers; and (13) coordinates the

implementation of Freedom of Information Act for the Agency.

B. Establish within the Office of External Affairs the Division of Communications and Public Affairs (HBA52)—(1) provides communication and public affairs expertise and staff advice and support to the Administrator in program and policy formulations and execution consistent with policy direction established by the Assistant Secretary (Public Affairs); (2) develops and implements policies related to external media relations and internal employee communications; (3) establishes and implements procedures for the development, review, processing, quality control, and dissemination of Administration communications materials; (4) serves as Communications and Public Affairs Officer for the Administrator including establishment and maintenance of productive relationships and with communications media; (5) provides central communications service to all Administration programs; and (6) serves as focal point for coordination of Administration communications activities with those of other health agencies within the Department of Health and Human Services and with field, State, local, voluntary and professional organizations.

C. In the statement for the "Office of Operations and Management (HBA4), delete item number (4) in its entirety and renumber the remaining items in sequential order.

Section HB-30 Delegations of Authority. All delegations and redelegations of authority to Offices affected by this reorganization which were in effect immediately prior to the effective date of this reorganization will continue in effect in them or their successors pending further redelegation.

This reorganization is effective upon date of signature.

Dated: May 6, 1996.

Ciro V. Sumaya,

Administrator.

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Administration for Children and Families

Proposed Information Collection Activity; Comment Request

Proposed Projects

Title: Integrated Review Schedule.

OMB No.: 0970-0035.

Description: State agencies are required to perform quality control reviews for the AFDC, Food Stamp, and Adult Assistance Programs. The Integrated Review Schedule is jointly designed and used by ACF and FCS. The schedule serves as the comprehensive data entry form for all active quality control reviews in these programs.

Respondents: State Governments.

ANNUAL BURDEN ESTIMATES

| Instrument | No. of respondents | No. of responses per respondent | Average burden hours per response | Total burden hours |
|----------------|--------------------|---------------------------------|-----------------------------------|--------------------|
| ACF-4357 | 55,000 | 1 | 1 | 55,000 |

Estimated Total Annual Burden Hours: 55,000.

In compliance with the requirements of section 3506(c)(2)(A) of the Paperwork Reduction Act of 1995, the Administration for Children and Families is soliciting comment on the specific aspects of the information collection described above. Copies of the proposed collection of information can be obtained and comments may be forwarded by writing to the Administration for Children and Families, Office of Information Services, Division of Information Resources Management Services, 370 L'Enfant Promenade, SW., Washington, DC. 20447, Attn: ACF Reports Clearance Officer. All requests should be identified by title.

In addition, requests for copies may be made and comments forwarded to the Reports Clearance Officer over the Internet by sending message to rkaton@acf.dhhs.gov. Internet message must be submitted as an ASCII file without special characters or encryption.

The Department specifically requests comments on: (a) Whether the proposed collection of information is necessary for the proper performance of the functions of the agency, including whether the information shall have practical utility; (b) the accuracy of the agency's estimate of the burden of the proposed collection of information; (c) ways to enhance the quality, utility, and clarity of the information to be collected; and (d) ways to minimize the

burden of the collection of information on respondents, including through the use of automated collection techniques or other forms of information technology.

Consideration will be given to comments and suggestions submitted within 60 days of this publication.

Dated: May 13, 1996.

Larry Guerrero,

Director, Office of Information Systems Services.

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